<table>
<tr><td colspan="4" align="center">New Jersey Department of Children and Families Policy Manual</td></tr>
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Manual:	CP&P	Child Protection and Permanency	Effective Date:
Volume:	X	Forms	
Chapter:	A	Forms	5-10-2010
Subchapter:	1	Forms	
Issuance:	14.183	**CP&P Form 14-183, Determination of Eligibility for Subsidy**	

Click here to view, complete, and print the CP&P Form 14-183, Determination of Eligibility for Subsidy.

WHEN TO USE IT

This form is used to approve or disapprove the request for an adoption subsidy.

HOW TO USE IT

- The Worker prepares the CP&P Form 14-183 using the template in the on-line Forms Manual.

- Submit the form for approval to the Office of Adoption Operations in the subsidy request packet. See CP&P Form 14-220, Request for Adoption Subsidy Approval Memo Checklist, for policy, procedures and documentation required for the adoption subsidy request packet.

- Upon approval, file the form in the child's case record. After the adoption of the child is finalized, file the form in the family's adoption subsidy folder. Return a copy of the form to the adoptive parents with the CP&P Forms 14-182, Application for Subsidized Adoption Payments, and 14-184, Initial Agreement Between the New Jersey Division of Child Protection and Permanency and Adoption Parents Regarding Subsidy Payments.

Note: Make sure each adoptive parent signs the CP&P Form 14-184 after the Office of Adoption Operations approves the initial agreement.

TIPS FOR COMPLETING THE FORM

- Complete all text fields and check boxes in the on-line template.

- For the monthly subsidy rate, fill in the amount requested on the CP&P Form 14-182, Application for Subsidized Adoption Payments.

- Do not exceed the maximum legal fee allowed, $500 per child, in the "total legal fees" field.

- Note that the text fields for "diagnosis," "treatment plan," and "comments" will expand as information is entered.

DISTRIBUTION

Original   -   Office of Adoption Operations for approval

            -      After approval, file in the child's case record

            -      After the adoption is finalized, file in the family's adoption subsidy folder

Copy   -   After Office of Adoption Operations approval is received, forward a copy to the adoptive parent